



ADMINISTRATION AND  
MANAGEMENT

OFFICE OF THE SECRETARY OF DEFENSE

1950 DEFENSE PENTAGON  
WASHINGTON, DC 20301-1950

November 6, 2009

Library of Congress  
Federal Advisory Committee Desk  
Government Documents Section  
101 Independence Avenue, S.E.  
Washington, D.C. 20540

Dear Sir or Madam,

Enclosed is a copy of the charter that establishes the Secretary of the Navy Advisory Panel, which is being filed with your office in accordance with the Federal Advisory Committee Act of 1972, as amended (5 U.S.C. Appendix).

Copies of this charter are also being filed with the Senate Committees on Armed Services, Appropriations; and the House Committees on Armed Services, and Appropriations.

Sincerely,

A handwritten signature in black ink, which appears to read "James D. Freeman II", is written over a horizontal line.

James D. Freeman II  
Deputy Committee Management Officer  
for the Department of Defense

1 Enclosure  
As stated



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WASHINGTON, DC 20301-1950

November 6, 2009

The Honorable David R. Obey  
Chairman  
Committee on Appropriations  
U.S. House of Representatives  
Washington, D.C. 20515

Dear Mr. Chairman,

Enclosed is a copy of the charter that establishes the Secretary of the Navy Advisory Panel, which is being filed with your office in accordance with the Federal Advisory Committee Act of 1972, as amended (5 U.S.C. Appendix).

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November 6, 2009

The Honorable Ike Skelton  
Chairman  
Committee on Armed Services  
U.S. House of Representatives  
2120 Rayburn House Office Building  
Washington, DC 20515

Dear Mr. Chairman,

Enclosed is a copy of the charter that establishes the Secretary of the Navy Advisory Panel, which is being filed with your office in accordance with the Federal Advisory Committee Act of 1972, as amended (5 U.S.C. Appendix).

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November 6, 2009

The Honorable Daniel K. Inouye  
Chairman  
Committee on Appropriations  
United States Senate  
Washington, D.C. 20510

Dear Mr. Chairman,

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WASHINGTON, DC 20301-1950

November 6, 2009

The Honorable Carl Levin  
Chairman  
Committee on Armed Services  
United States Senate  
228 Russell Senate Office Building  
Washington, D.C. 20510

Dear Mr. Chairman,

Enclosed is a copy of the charter that establishes the Secretary of the Navy Advisory Panel, which is being filed with your office in accordance with the Federal Advisory Committee Act of 1972, as amended (5 U.S.C. Appendix).

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Deputy Committee Management Officer  
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CHARTER  
SECRETARY OF THE NAVY ADVISORY PANEL

1. Committee's Official Designation (Title): The Committee shall be known as the Secretary of the Navy Advisory Panel (hereafter referred to as the Panel).
2. Authority: The Secretary of Defense, pursuant to the Federal Advisory Committee Act of 1972 (5 U.S.C., Appendix, as amended) and 41 CFR § 102-3.50(d), established the Panel.
3. Objectives and Scope of Activities: The Panel, under the provisions of the Federal Advisory Committee Act of 1972 (5 U.S.C., Appendix, as amended), shall provide the Secretary of Defense, through the Secretary of the Navy, independent advice and recommendations on critical matters concerning the Department of the Navy.
4. Description of Duties: The Panel's focus will include acquisition reform, the shipbuilding defense industrial base, intelligence organization, and related maritime issues.
5. Agency or Official to Whom the Committee Reports: Pursuant to DoD policy, the Secretary of the Navy or designee is authorized to act upon the Panel's advice and recommendations.
6. Support: The Department of Defense, through the Office of the Secretary of the Navy, shall provide administrative and support services as deemed necessary for the performance of the Panel's functions, and shall ensure compliance with reporting requirements of 5 U.S.C., Appendix, as amended.

Additional information and assistance, as required, may be obtained from other DoD Components with contracting authority, support contractors, including DoD Federally Funded Research and Development Centers for studies and analysis support.

7. Estimated Annual Operating Costs and Staff Years: It is estimated that the annual operating costs, to include travel costs and contract support for the Panel is \$550,000.00. The estimated annual personnel cost to the Department of Defense is 5.0 full-time equivalent (FTE).
8. Designated Federal Officer: The Designated Federal Officer pursuant to DoD policy, shall be a full-time or permanent part-time DoD employee, and shall be appointed in accordance with established DoD policies and procedures. In addition, the Designated Federal Officer and/or Alternate Designated Federal Officer shall attend all Panel and subcommittee meetings.
9. Estimated Number and Frequency of Meetings: The Panel shall meet at the call of the Designated Federal Officer, in consultation with the Secretary of the Navy and the Chairperson, and the estimated number of Panel meetings is 3 per year.

10. Duration: The need for this advisory function is on a continuing basis; however, it is subject to renewal every two years.
11. Termination: The Panel shall terminate upon completion of its mission or two years from the date this Charter is filed, whichever is sooner, unless it is extended by the Secretary of Defense.
12. Membership and Designation: The Panel shall be composed of no more than 20 members, who are eminent authorities in the fields of national security policy, intelligence, science, engineering, or business and industry. Panel Members appointed by the Secretary of Defense, who are not full-time or permanent part-time Federal officers or employees, shall be appointed as experts and consultants under the authority of 5 U.S.C. § 3109 and serve as Special Government Employees. Panel members shall be appointed on an annual basis by the Secretary of Defense and with the exception of travel and per diem for official travel, Panel members shall serve without compensation.

The Secretary of the Navy shall select the Panel's chairperson from the total membership.

13. Subcommittees: With DoD approval, the Panel shall is authorized to establish subcommittees, as necessary and consistent with its mission. These subcommittees or working groups shall operate under the provisions of the Federal Advisory Committee Act of 1972, the Government in the Sunshine Act of 1976 (5 U.S.C. § 552b, as amended), and other appropriate Federal regulations.

Such subcommittees or workgroups shall not work independently of the chartered Panel, and shall report all their recommendations and advice to the Panel for full deliberation and discussion. Subcommittees or workgroups have no authority to make decisions on behalf of the chartered Panel nor can they report directly to the Department of Defense or any Federal officers or employees who are not Panel members.

14. Recordkeeping: The records of the Panel and its subcommittees shall be handled according to section 2, General Record Schedule 26 and appropriate Department of Defense policies and procedures. These records shall be available for public inspection and copying, subject to the Freedom of Information Act of 1966 (5 U.S.C. § 552, as amended).

15. Filing Date: November 6, 2009